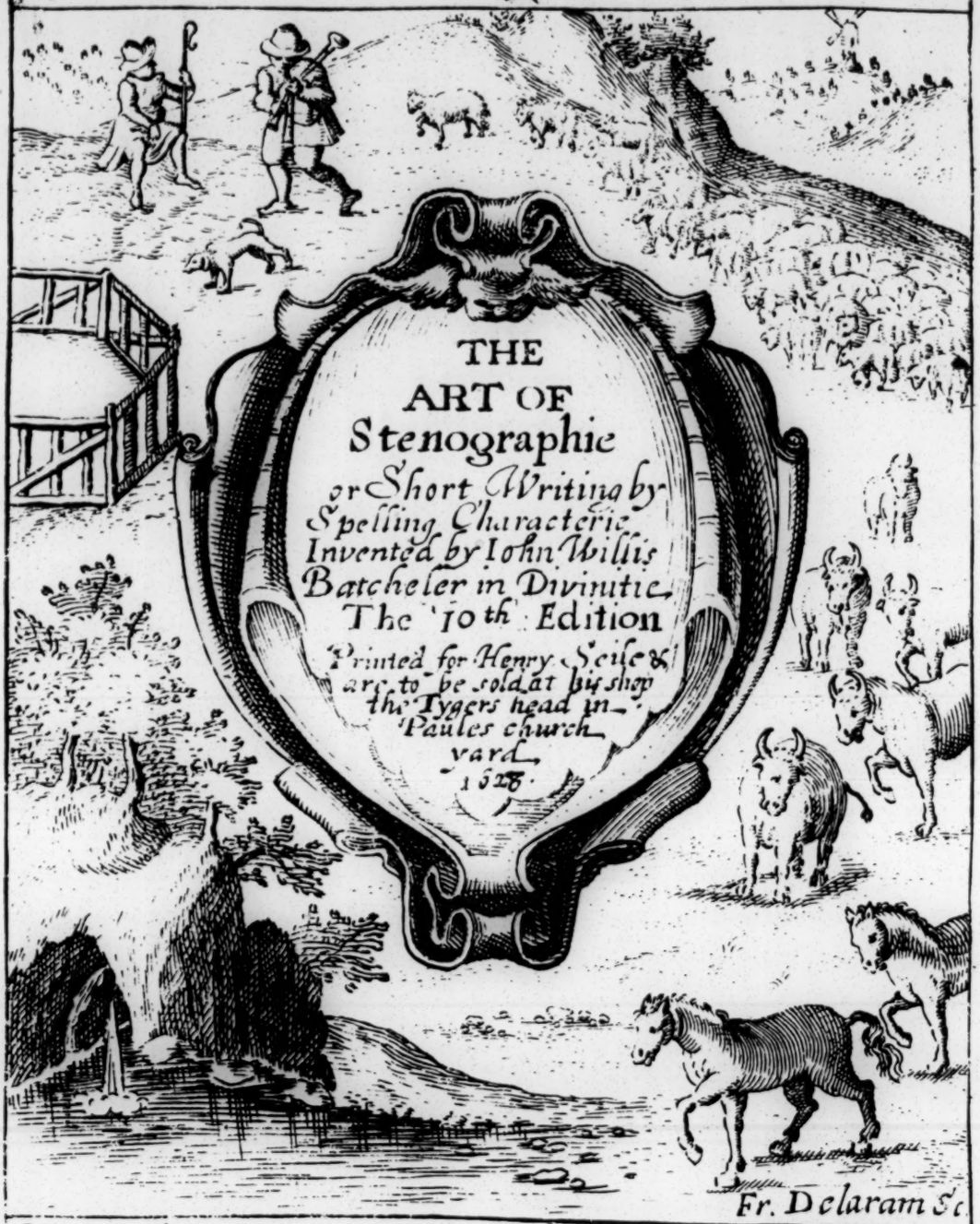
OMNE BONVM DEI DONVM.



Viam breuissimam uel bruta sectantur

Quisquis Βομβολόγων Mæandris devius errás,
Hûc ades: hic firmâ nititur arte liber.

Encomium Scripturæ Stenographicæ a Marco Manilio libro quarto editum, qui floruit ante natum Christum anno circiter quinquagesimo.

Hic & erit fælix scriptor, cui litera verbum est,
Quique notis linguam superat, cursumq; loquentis,
Excipiens longas nova per compendia voces.

In Iohannis Willisii Stenographiam S.P.
Sacræ Theologiæ Doctoris Tetrastichon.

Quicunque arcana arcanè, vel plurima paucis
Aut citò dicta cupis scribere posse citò:
Consule Willisium, qui tam locupletis opimas
Venæ divitias pandit, habetque tibi

THE ART OF Stenographie:

OR,

Short-Writing, by Spelling Characterie.

Invented by Jo. Willis, Bachelor in Divinitie.

The twelfth Edition.

Whereunto is now adjoyned the *Schoole-maſter* to the ſaid *Art*, compleatly fitted for this twelfth Edition, as it was done by the afore-ſaid Author, a little before his death.

Omne bonum Dei donum.

London,
Printed for *Henry Seile*, at the Tygers head in Fleetſtreet, over againſt Saint *Dunſtans*-Church. 1638.

To The Reader.

IT is now about thirtie foure yeeres since this Art of Stenographie (being the first booke of Spelling Characterie, that ever was forth) was first published. Since which time, many others, taking their fundamentall rules from this Booke, have sought to better the Invention, by changing the figure, power, or places of the literall Characters, and by the various affixing of them one to another: (as indeed the Art by such meanes may be infinitely varied;) Et facile est inventis addere. But it is more then probable, that as this Art of Stenographie was the first that ever gave direction for any forme of Spelling Characterie, so it shall continue the last, and weare out all the aberrations thereof, published or taught by any other.

And therefore it was thought good, after so many severall Editions of this Art, now to set the last hand thereunto, with purpose never to alter it hereafter. For which cause, the severall Editions have beene diligently perused, and conferred together, for the perfecting of this last, and (without doubt) best Edition; changing that which seemed fit to be changed, omitting that which was to be omitted, and adding that which was to be added. For excuse of the divers alterations which have beene made in setting forth this Art, it may be alleaged; that

To the Reader.

no Art is brought to perfection at the first, but by long observation, practice and experience, with induction of manifold examples, according to that of the Poet;

Per varios casus artem experientia fecit,
——Exemplo monstrante viam.

And for the better helpe in the study and practice of this Art, there is now published another Booke called, The Schoolemaster to the Art of Stenographie, *(fitted to every rule of this* 12. *Edition,) wherein every particular thing questionable touching this Art, or any point therein, is so explained, as it is scarce possible for any to meet with a doubt concerning the practice thereof, which is not therein fully satisfied. And if any man find ought left out in this Edition, which was in any of the former, that might serve any way to instruct a Learner, or to cleere doubts touching this Art; let him assure himselfe to finde it there.*

I. W.

THE ART OF Stenographie.

Chapter 1. *Of letters omitted.*

Stenographie is the Art of compendious writing; wherein we are first to consider the generall abbreviation of all words: and then the particular abbreviation of some.

In the generall abbreviation of all words, two things are to be observed: First, what letters in every word are to be omitted: Secondly, how the needfull letters of every word ought to be expressed.

In every word, those letters are to be omitted, which are but lightly, or not at all sounded, whether they be vowels or consonants.

Vowels; as, first, e, when it serveth to lengthen the sound of a vowell going before it in the same syllable: as in these words, [*are, cares, time, oates.*] or when it is superfluously added, as in these words, [*die, due, oblique, warre, mosse*] Or in words beginning with x: as, [*Example, Exchange.*]

Secondly, when any short Vowell is joyned with letters apt in their owne nature without the Vowell, to give the sound thereof, let it be omitted. Such are the last vowels in these words, and the like. [*Utterable, supple, maßacre, mother, reckon, martyr.*

Thirdly,

Thirdly, the under-founded Vowels of Diphthongs are neglected, as;

a.	In theſe words, and the like,	*Heaven, Coate.*
e.		*Few, leud, Europe.*
i.		*Suite, either.*
o.		*People, Phœnix.*
u.		*Soule, ſaw.*
ea		*Beauty, Deaw.*
ie.		*Lieu, view.*

Conſonants to be omitted are theſe, in theſe words following, and the like.

B. *Debt, Lambe, ſubtle, Chamblet.*
C. *Acquite, aſcend, ſclander, Saincl.*
D. *Iudge, Bridge, Rundlet, adjoyne.*
G. *Reigne, ſtrength, length.*
H. *Rhetoricke, Ghoſt, Thomas, Hierome.*
C. *Bucke, Rocke, acknowledge.*
L. *Realme, Salmon, ſhalt.*
N. *Government, Hymnes, contemne.*
P. *Exempt, Muſhrumpe, Pſaltery.*
S. *Iſle, Baptiſme, demeſne.*
T. *VVretched, mortgage, Caſtles, rents.*
V. *Build, queſtion, plague.*
W. *Wrong, bewray, Norwich.*
Dt. *Landtſchape.*
Gh. *Though, night, Burrough.*
Qu. *Caricque.* Rh. *Myrrh.* Th. *Rythme.*

Secondly, when a Conſonant is doubled in a word, the one of them is to be omitted; as in theſe words, [*Abbot, aſſure, follow, ruffe.*] except when they be of different ſounds: as in theſe words, [*ſuggeſtion, ſucceſſe.*]

Yea, a whole Syllable is to be omitted, when it being taken away, the letters remaining doe ſufficiently declare the word; as *Abram*, for *Abraham*; *Canan*, for *Canaan*; *Auſtin* for *Auguſtine*, *vement*, for *vehement*; *Gloſter*, for *Gloceſter*; *reckning*, for *rekoning*; and the like.

Chap. 2. *Of Characters.*

HAving ſeene what letters in every word are to be omitted, let us ſee now how the needfull letters of every word (which are thoſe that are fully ſounded therein) are to be expreſſed. And here we are firſt to conſider the ſeverall characters of every letter.

Place here the Alphabet of Characters.

Here note that the letter C. is left out in the Alphabet, becauſe in our Engliſh tongue, it hath the ſound of two other letters, K, and S. And therefore when it is ſounded as K, as in theſe words, [*call, cold, locke,*] it is to bee expreſſed by the Character of K. When it is ſounded as S. as in theſe words, [*Citie, certaine, face.*] by the Character of S.

Alſo the letters (ph) comming together in the ſame ſyllable, have the ſound of F, as in theſe words, [*Phyſicke, triumph, Seraphim*] and are therefore to be expreſſed by the Character of F.

Moreover, the letter G. hath two ſounds: the one proper to it ſelfe, ſuch as it hath in theſe words, and the like, [*God giveth grace*] and then is to be expreſſed by the Character of G. The other is the ſound of j the conſonant, which ſound it hath in theſe words & the like, [*Genealogie, Sage, Judge, Bridge*] and then it is to be expreſſed by the Character of j the conſonant.

In

THE ALPHABET OF CHARACTERS.

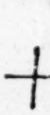
A	A.
B	B.
D	D.
E	E.
F	F, Ph.
G	G.
H	H.
I	I. the vowell, Y.
J	J. the consonant, g, dg,
K	K, c, qu, ck.
L	L.
M	M.
N	N.
O	O.
P	P.
Q	Q.
R	R.
S	S, c, ſ.
T	T.
U	U the vowell.
V	V the Conſonant
W	W.
X	X, cc, ct, kes, cks, ctes.
Y	Y.
Z	Z, S.
Ch	Ch.
Cl	Cl.
St	St.

The characters of which alphabet, for the better remembring of them are reduced into these 6 figures following

T, b. l. m.

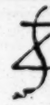
I and u the vowell x, and y

H, C, w, qu



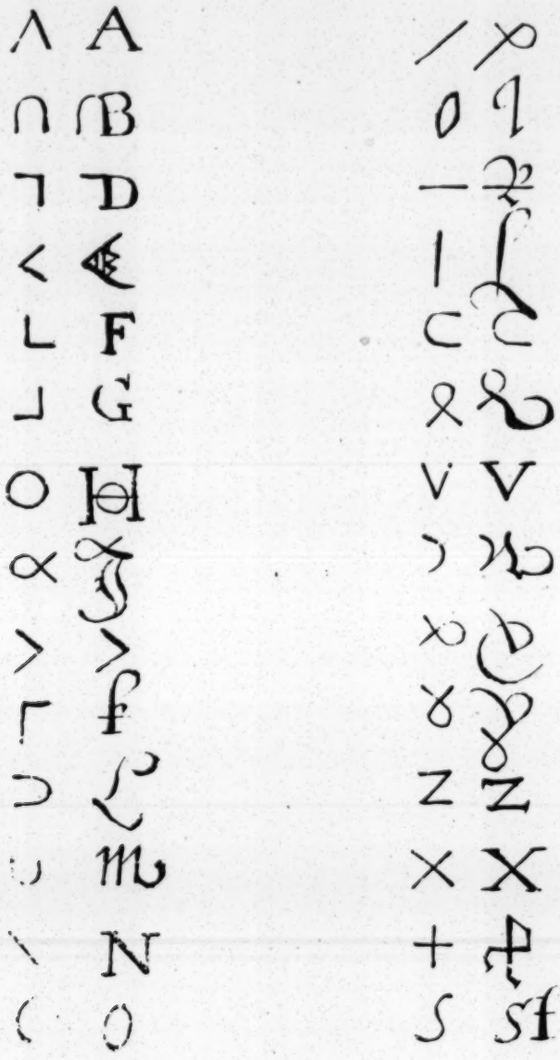
Cl, S r d, g. ſ k.

ch, n p, J and vſe Conſo: nants. c, q.



St. z

Also for the better remembring of them, you may see by this table following, that every character is conteyned in the letter signified there by



In like manner T. hath two ſounds; the one proper to it ſelfe, as in theſe words, [*Time tryeth Truth*] and then it is to be expreſſed by his proper character: And the other the ſound of S, which it hath in theſe words, [*Nation, motion, Gention,*] and then it is to be expreſſed by the Character of S.

Note alſo that *cc*, *ct*, *kes*, *ckes*, and *ctes*, being ſounded as they are in theſe words, [*acceſſe action, thankes, trickes, effects*] are to be expreſſed by the character of X. whoſe ſound they have.

Againe, Y. is two wayes pronounced: Firſt, like the Vowell I, as in theſe words, [*Synode, Syllable, Phyſicke,*] and then it is expreſſed by the Character of I, the Vowell. Secondly, it hath the ſound of an aſpiration, as in theſe words, [*Yeere, Yorke, Youth*] and then it muſt be expreſſed by its owne Character.

Alſo *ch.* hath two ſounds: the one, ſuch as it hath in theſe words and the like, [*Church, charles, choice.*] and then it is to be expreſſed by its proper character: The other is the ſound of K. which it hath in theſe words: [*Cholor, Chronicles, mechanicall,*] and then it is to be expreſſed by the Character of K: The ſound of all the reſt is manifeſted by the Alphabet.

Where it is to be obſerved, that this Art preſcribeth the writing of words not according to their Orthography as they are written, but according to their ſound as they are pronounced, obſerving their pronunciation in the ſhorteſt manner: So wee write *Surgeon* for *Chirurgion*, *Treele* for *Triacle*, *Durram* for *Dureſme*, *ſuttle* for *ſubtile*, *perfit* for *perfect*, *Shreeve* for *Sheriffe*.

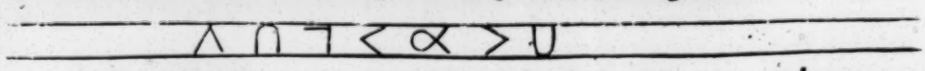
Chap. 3. *Concerning Affixes.*

THe fashion and sound of the Characters being showne in the former Chapter, wee are next to consider their quantitie.

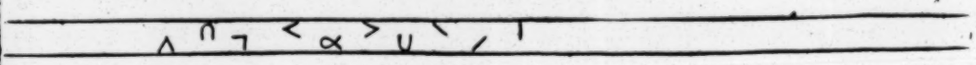
The quantitie of Characters is measured by two straight lines parallell thwart understood: such as these are.

A Character is of quantitie great or small.

A great Character either occupieth the full distance betweene the lines, or more, As:



A small Character occupieth halfe the distance betweene the two lines, or lesse, As;



The first letter of a word is to bee expressed by his great Character; & the rest of the letters by the small character placed about the great.

Small Characters placed about a great, are either affixed thereto, whereof they are called Affixes; or disjoyned there-from, and are therefore called Disjuncts.

A small Character is affixed to a great in sixe places; to wit, on either side three: whereof the first five are places of Vowels, and the sixth place presupposeth no Vowell: and they are all thus disposed.

Where

Where note that the ſmall Character of j the conſonant, being affixed unto the great character of B. in the firſt place, conſignifieth A. before it: in the ſecond place, E: in the third place, I: in the fourth place, O: in the fifth place, V: in the ſixth place it conſignifieth no Vowell at all: as in example.

Badg. *Bidg.* *Budg.*

Bedg. *Bodg.* *Bdg.*

But the places of Affixes about the flat Character, (which is the Character of the letter R) are thus diſpoſed:

i	*o*	*u*
3	4	5
2	1	6
e	*a*	

Chap 4. *How all words of one ſyllable ending in a Conſonant, are to be written*

BEfore wee proceed to disjuncts, let us conſider the uſe of Affixes, in abbreviating all words of one Syllable ending in a conſonant.

A word of one ſyllable ending in a conſonant, beginneth either with a vowell, or with a conſonant.

I. If it begin with a vowell, and end in one ſingle conſonant then the ſmall character of the conſonant muſt be affixed to the great character of the vowel, in the ſixth place thereof, as:

Arc, *Eate,* *Vrc.*

All, *Irc.* *Vp.*

Eaſe. *Oake.* *Acts.*

II. If there be more Conſonants than one, the ſmall Character of the ſecond Conſonant muſt be affixed to the character of the firſt, and the third to the character of the ſecond and the fourth (if there be ſo many) to the character of the third: each character being ſo affixed to other, as it will fall out in readieſt manner to be made, or receive beſt grace, as:

Arme. *Artes,* *Oates.*

Arm'd, *Elme,* *Oastes.*

Art, *Eat'ſt,* *Vrne,*

III. If a word of one ſyllable begin and end with a ſingle conſonant, the conſonant wherein it endeth is to be affixed to the conſonant wherewith it beginneth, in the place of the vowell, which vowell alſo it doth conſignifie. As

Marre, *Moore,* *Right.*

Meere, *Murre.* *Queene.*

Myrrhe. *Sinne,* *Deepe.*

IIII. If there be any more conſonants than two in the word they are to be affixed in their order: ſuch as come before the vowell in the ſixth place and ſuch as follow the vowell, in the place of the Vowell. As:

Whippe. *Burſe.* *Stormes.*

Snatch. *Portch.* *Throwne.*

Knockes. *Wormes.* *Spurres.*

Chap. 5. *Of the peculiar manner of affixing some Characters.*

IN the affixing of small Characters to a great, three Rules are to be observed.

The first Rule. If a small character may be so affixed to a great, as the one part thereof being expressed, the other part may fitly be understood in the body of a great Character, let it be so expressed, as:

⊐ *Dagge.*	⊦ *Summe.*	⊿ *Page.*
∧ *Ach*	⊔ *Rugg.*	⊃ *Let.*
⊓ *Side*	⊃ *Lack.*	⊥ *Gr.*

The second Rule Straight lined small Characters, that is to say, the characters of *n, p, r, s,* consisting of one straight line apeece; and the Characters of *d, f, g, k, j* the consonant, and v the consonant, consisting of two straight lines apeece; as also the character of z, (consisting of three straight lines,) are to be affixed to the straight line of a great character, by a light touch of the pen, in the place of the Vowell which they doe signifie, as:

⊿ *Pappe.*	⊼ *None,*	⊥ *Rogue.*
⊿ *Pep.*	⊼ *Nunne.*	⊢ *Suck.*
⊿ *Pippe.*	⊥ *Face,*	⊿ *Pledg.*
⊿ *Poppe.*	⊤⊥ *Fedde,*	⊤ *Raze,*
⊿ *Pup.*	⊔⊥ *Muffe.*	⊥ *Roze.*

The third Rule. Ten words and syllables admit a peculiar kind of affixing. That is to say;

First,

First, these sixe: wherein the small character of r. crosseth the end of the great character, whereunto it is affixed.

⊥ *Firrc.*	⊐ *Gyrrc.*	⊤ *Sirr.*
⌐ *Carrc.*	⊥ *Sarr.*	⊤ *Sorr.*

Secondly, these 4. wherein the small character of *r*, is a little removed from it's proper place of affixion.

⊤ *Dorrc.*	⊤ *Kyrrc.*
⊥ *Farrc.*	⁄ *Pyrrc.*

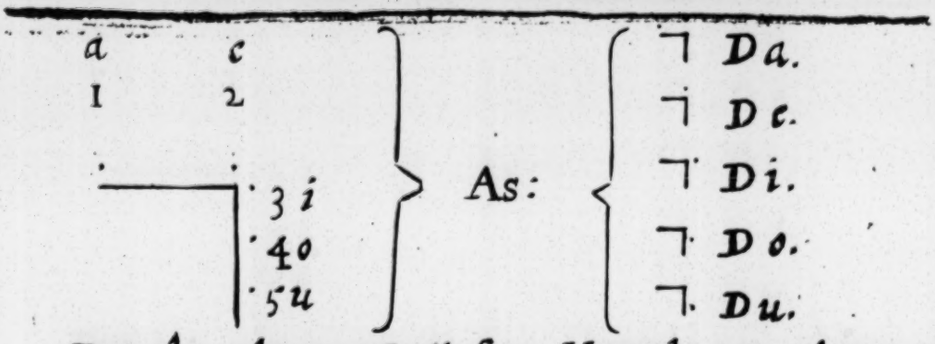
And these three Rules of affixes well marked, doe sufficiently direct how every single small character is to be affixed to a great, in any of the six places thereof. And so much concerning affixes; and the writing of words of one syllable, ending in a consonant.

Proceed we now to disjuncts, and so to the words of one syllable, ending in a vowell.

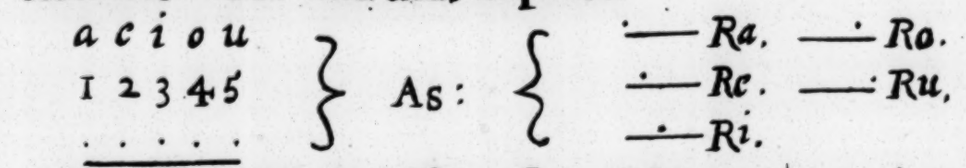
Chap. 6. *concerning Disjuncts.*

A Disjunct is a small character disjoyned or severed from the great character, about which it is placed. And it is either a tittle which standeth for a Vowell, or the small Character of a Consonant disjoyned.

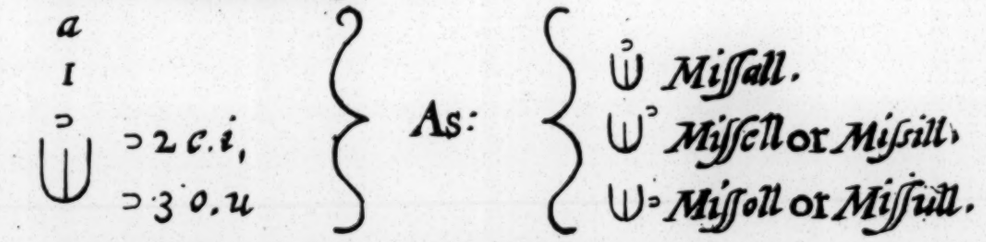
A tittle hath five places about a great Character: two above it, and three on the right side thereof, and it signifieth that Vowell in whose place it standeth; but then the places of the Vowels are thus disposed.



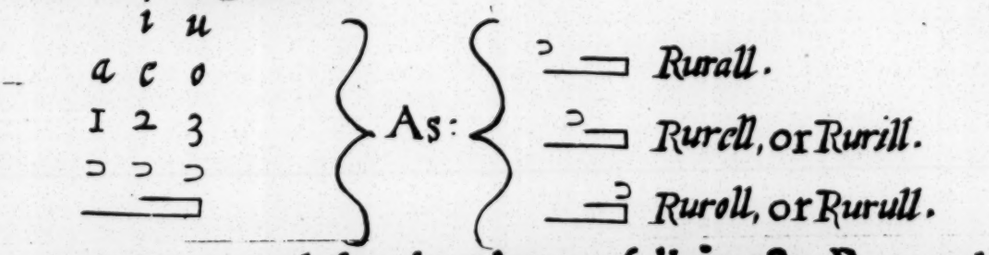
But the places of all five Vowels are above the character of R and thus disposed



The disjunct character of a consonant hath three places about the great; one above it, and two on the right side: Of which the first consignifieth *a* the second consignifieth *e*, or *i*, indefinitely; and the third *o*, or *u*, indefinitely *As*:



But all three places of disjunct consonants, when they are referred to the character of R, are above it and thus disposed:



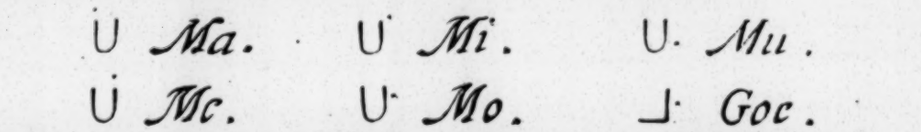
And thus much for the places of disjuncts; Proceed we now to the writing of words of one syllable, ending in a Vowell.

Chap.

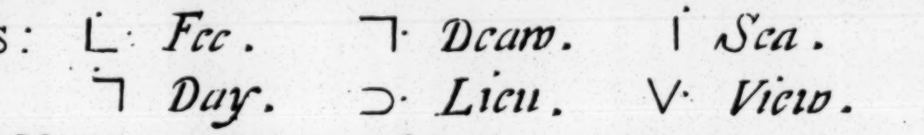
Chap. 7. *How all words of one ſyllable, ending in a vowell, are to be written.*

WOrds of one ſyllable, ending in a Vowell, have three Rules.

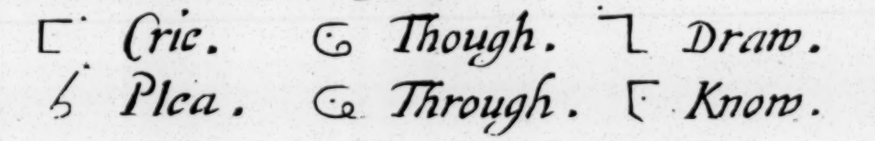
I. Words of one ſyllable, ending in a ſingle Vowell, will have that Vowell expreſſed by a tittle, in the place where it ſtandeth for that Vowell, as;



II Words of one ſyllable ending in a diphthongue, wil have that diphthongue expreſſed by a tittle in the place of that vowell which is moſt founded therein.



III. If one or more conſonants come betweene the firſt conſonant, and the vowell or diphthongue their characters are to be affixed in the ſixth place, in order as they follow. As:



Cap. 8. *Of the production of words of one ſyllable.*

IT followeth in the next place to ſhew, how words of one ſyllable produced, (that is to ſay, pronounced long, as having in them a long Vowell or diphthongue) may be diſtinguiſhed from words written with the ſame letters, whoſe Vowels are ſhort.

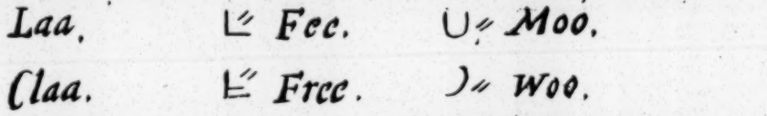
Words that are to bee diſtinguiſhed by notes of production, doe either end in a Diphthongue, both whoſe

whoſe Vowels are fully ſounded, or in a Conſonant.

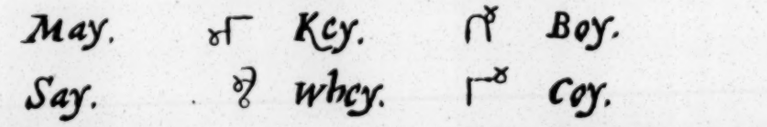
I. The Diphthongues, both whoſe Vowels are fully ſounded, in which a word of one ſyllable may end, are theſe:

aa.	*ay.*	*aw.*
ee.	*ey.*	*ew.*
oo.	*oy.*	*ow.*

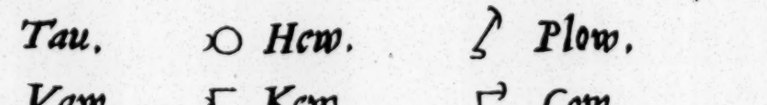
If a word end in a diphthongue conſiſting of the ſame Vowell doubled, (as of *aa*, *ee*, or *oo*,) it is to be expreſſed by two light touches of the pen, ſtanding thus ( ) in the place of the Vowell doubled, as;



If a word end in *ay*, *ey*, or *oy*, the diphthongue is to be expreſſed by the ſmall character of *y*. affixed to the great character in the place of the firſt vowell, as:



If a word end in *aw*, *ew*, or *ow*, the diphthongue muſt be expreſſed by the ſmall character of *w*, affixed likewiſe to the great character in the place of the firſt Vowell, as:



II. Words of one ſyllable produced, which end in a Conſonant, have in them a long Vowell or a diphthongue.

If

If they have in them a long vowell or diphthongue, one of whose vowels is neglected, they may be distinguished from other words, having a short vowell, by a tittle made under their great Character, as;

Madde, *Fanne,* *Sel,*

Made. *Fane.* *Scale.*

If they have in them a Diphthongue, both whose vowels are equally sounded: then the consonant being affixed in the place of the first vowell; let the latter if it be *a*, *e*, or *o*, bee expressed under the great Character by a light touch of the pen, standing thus, (,) if *i*, or *y*, by a light touch of the pen, standing thus (-) if *u*, or *w*, by the small character of *w*, as:

Baal. *Ayme,* *Bawle.*

Meed. *Fayne,* *Feude.*

Mood. *Boyle,* *Browne.*

Note, that although these rules of production are here inserted, to shew how long and short vowels in words of one syllable may be distinguished, yet they may not be practised, saving in words written by themselves alone, or where the like necessity doth urge it.

And so much for the writing and fully distinguishing of all words of one syllable.

Chap. 9. *How all words of two syllables are to be written.*

WOrds of two syllables, whose latter vowell being neglected, the rest of the letters are apt in their owne nature, to render the full sound of the word, may omit the latter Vowell, and be written as words of one syllable, as. *Vtter*

Vtter. *Buckler.* *Mitre.*

 Mutter. *Cirde.* *Reckon.*

In all other words of two ſyllables, that part there of, which commeth before the ſecond vowell, is to be written according to the rules of words of one ſylla ble: And the reſt is to be expreſſed by a disjunct (tittle or ſmall character, as the nature of the word doth re- quire) in, or as neere as you can to the disjunct place of the ſecond vowell And ſometimes in words begin ning with a vowell, and admitting an affix in the ſixth place by another affix in the place of the ſecond vow- ell. As by the examples following of the ſeverall ſorts of words of two ſyllables may appeare And firſt of words wherin the vowels are ſevered. Of which there are foure ſorts:

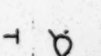
I. Words beginning and ending with a vowell As:

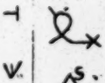
Armie *Io* *Vri*

Eſtu *Olla* *Annoy*

II. Words beginning with a vowell and ending in a conſonant whoſe ſecond ſillable may be expreſſed either by an affix or diſiunct:

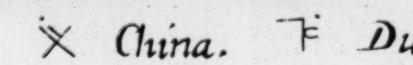
as

Abate *Others*  *Vrchin*

Eſſex *Olives*  *Almoſt,*

Hereby, and by divers other rules in this Art, it appeareth, that many words may according to this Art be written ſeverall wayes, but the beſt manner of writing them, practice may teach better than precept.

III. Words beginning with a consonant, and ending with a vowell, as;

 *China.* *Dutie.* *Iesu.*

Phœbe. *Sorrow.* *Bozra.*

IIII. Words beginning and ending with a consonant, as:

Vicar. *Norwich.* *Nurtur'd.*

Tumbrell. *Rippon.* *Rapine.*

Secondly, words of two syllables, both of whose vowels come together, having also in them one or more consonants, must be expressed according to the direction of these three Rules folowing.

I. If both vowels come together in the beginning of the word, *(of which sort there is none in the English tongue)* the consonant or consonants following, must be affixed to the great character of the first vowell, in the place of the second, as:

Aer. *Ehud.*

Owen. *Ahab's.*

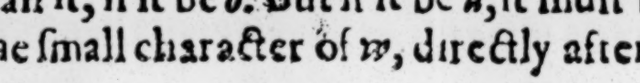
2. If both vowels come together in the middle of the word, then the first being expressed by a tittle in it's proper place; let the disjunct consonant, spelled with the latter, be written directly after it, and consignifie the latter vowell indefinitely, as:

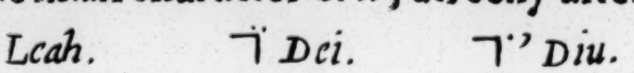
Triall. *Ruine* *Throughout.*

Chewet. *Grewell.* *Iewell.*

3. If both vowels come together in the end, (*of which sort there is none in the English tongue*) then the first vowell

vowell being regularly expreſſed by a tittle in its proper place: the latter, if it be *a*, muſt be expreſſed by a tittle right over it. If *e*, *i*, or *o*, by a tittle on the right ſide: higher than it, if it be *e*, equall with it, if *i*, and lower than it, if it be *o*. But if it be *u*, it muſt be expreſſed by the ſmall character of *w*, directly after it, as:


Leah. *Dei.* *Diu.*


Chloe. *Deo.* *Ichu.*

And ſo much for all words of two Syllables.

Chap. 10. *How all words of three ſyllables are to bee written.*

WOrds of three Syllables, whereof one or two ſyllables being left out, their ſound may be ſufficiently expreſſed by the reſt of the letters muſt be written according to the rules of words of two ſyllables, as:

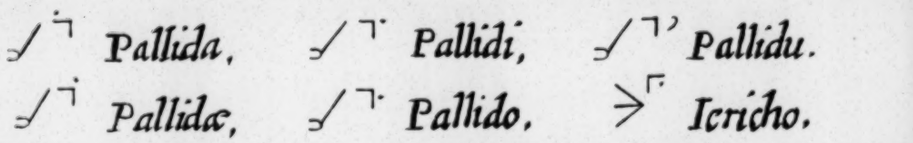
Auguſtine *November.*

Leiceſter *Maſſacre.*

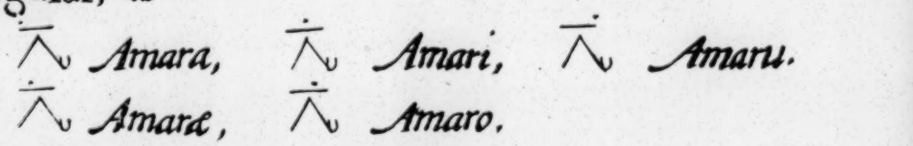
In all other words of three ſyllables, that part which commeth before the third vowell, is to be written according to the rules of words of two ſyllables, and the reſt expreſt by a disjunct. As by the examples following, of the ſeverall ſorts of words of three ſyllables may appeare.

1. Words of three ſyllables, whoſe vowels are all ſevered, by one or more conſonants comming betweene, if a vowell be alſo their laſt letter, will have that ſmall vowell, if it be *a*, *e*, or *i*, expreſt by a tittle regularly placed about the disjunct character, if *o*, by

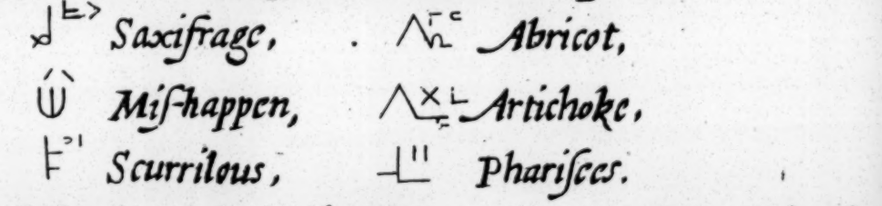
a tittle placed at the foot thereof; if *u*, by the ſmall character of *w*, evenly ranged therewith, as: ;


Pallida, Pallidi, Pallidu.
Pallidæ, Pallido, Icricho.

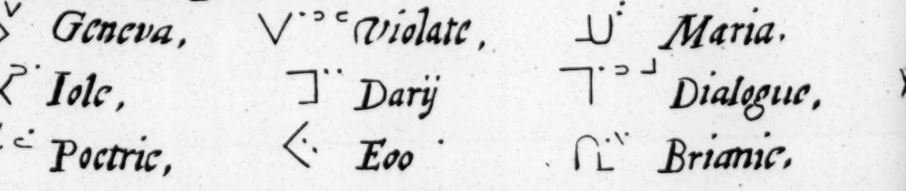
But all tittles over the ſmall Character of r, are regular, as:


Amara, Amari, Amaru.
Amaræ, Amaro.

2. Words of three ſyllables ending in a conſonant, having their vowels ſevered by the interpoſition of one or more conſonants, will have their ſecond diſiunct evenly ranged with the firſt, and the vowell thereof to be conſigniſied indefinitely; as.


Saxifrage, Abricot,
Miſhappen, Artichoke,
Scurrilous, Phariſees.

3. Words of three ſyllables two or all of whoſe vowels come together, will have their laſt diſjunct regularly expreſſed; (that is to ſay, according to the former rules) in ſuch manner as the nature of the word doth require, as:


Geneva, Violate, Maria.
Iole, Darij Dialogue,
Poetric, Eoo Briamic.

And ſo much for all manner of words of 3. ſyllables.

Chap.

THE TABLE OF COMBINATIONS

A bd.	as:	Ebd.		Charybdis.
3 bl.	as:	Able.		Horrible.
θ ct.	as:	Mock.t.		Suspect.
∂ dl.	as:	Bridle.		Saddle.
⊂ ft.	as:	Soft.		Aloft.
> gd.	as:	Beg'd.		Bragd.
⊘ gh	as:	Sigh.		Rough.
9 gl.	as:	Beagle.		Bugle.
ı gn.	as:	Magnes.		Oppugne.
ɔ ld.	as:	Hould.		Heroald.
e lf.	as:	Pelfe.		Ernulphus.
e lv.	as:	Sylver.		Resolve.
e mbl.	as:	Humble.		Resemble.
e mpl.	as:	Temple.		Example.
e mt.	as:	Limpt.		Emptie.
⌐ nd.	as:	Wind.		Abandon.
⊂ ndl.	as:	Bundle.		Arundell.
⌣ ng.	as:	Wing.		Wronging.
e ngl.	as:	Tangle.		Triangle.
7 ndg	as	Fringe.		Spunge.
< nk.	as	Sinke.		Sunke.
e nct	as	Link.t		Abington.

∧ ns. as: ∧ Fraunce. ∧ Ravens.
< nt is: < Plentie. < Present.
ε pl. as: ε People. ε Principle.
Φ sh. as: Φ Raſh. Φ Raviſh.
α ſk. as: α Taſk. α Paſchall.
α ſſl. as: α Taſſell. α Epiſtle.
e tl as: e Tittle. e Settle.
o th as: o with o Calleth.
But this last character (o) after
S, T, or W, in the beginning of a
word signifieth h onely as:
b sh as: b Shyre b Shew
e th. as: e Then e Though
o wh as: o where o Whom.
note also, that the rules of af-
fixed given in the first chapter
are to bee observed and kept in
the affixing of such combinations
as whose character is capable of
their use as:
α Inke. φ Simple α Chough
α Chaunge α knockt α Rectifie.

Chap. 11. *How all words of more than three syllables are to be written.*

WOrds of more than 3. Syllables, which when one or two of their syllables are left out, may fitly be expreſt by the reſt, are ſo to be expreſſed, as:

Crucified. *Sollicitor*

Religion. *Rebellion.*

All other words of more than three ſyllables will have all their disjunct Characters, evenly ranged with the firſt, and their vowell to be conſignified indefinitely: ſaving that Tittles, where it is neceſſary they ſhould be uſed, muſt be expreſſed in their proper place according to rule as:

Figurative *Iphigenia*

Ariſtoteles *Lacedemonian*

Heraclitus *Jeroboam.*

Diogenes *Hallelujah,*

And ſo much for words of more than 3. ſyllables.

Chap. 12. *Of Combinations.*

NOw for the more ſpeedy and proportionable expreſſing of many words, wee are to obſerve the uſe of Combinations, Terminations, and Collaterals. And of theſe in order.

A Combination is a ſmall Character, into which two or three letters are contracted. They are in number 30 which here follow together in a Table, illuſtrated by examples.

Here muſt come in the Table of Combinations.

Chap. 13. *Of usuall terminations.*

THere are foure usuall Terminations or endings of words contracted into small characters: That is to say, *sion*, *casion*, *rie*, and *tie*. Of which the Characters of the two first may be either affixed or disjoyned: the Characters of the two latter are to be used as disjuncts onely, as:

⌒ *Sion*, as	⌒ *Passion.*	⌒ *Collation.*
a casion, as	*a* ⌒ *Occasion.*	*a* ⌒ *Replication.*
r rie, as	*r* ⌒ *Miserie.*	*r* ⌒ *Treasurie.*
t tie, as	*t* ⌒ *Quantitie.*	*t* ⌒ *Qualitie.*

Where note that words ending in *tion*, *tian*, *cien*, or the like in sound are to have those Terminations expressed by the Character of *Sion*, as:

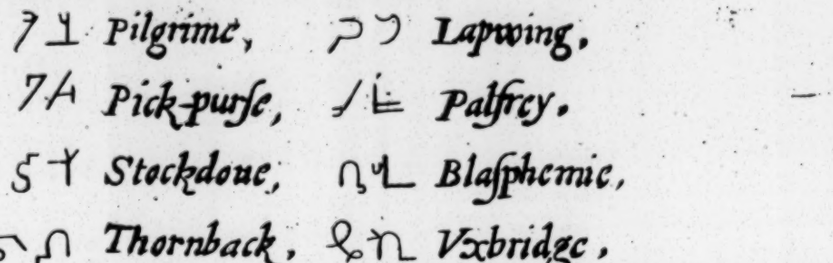
Vexation.	*Diffamation.*
Approbation.	*Molestation.*
Physician.	*Astipulation.*

Chap. 14. *Of Collaterals.*

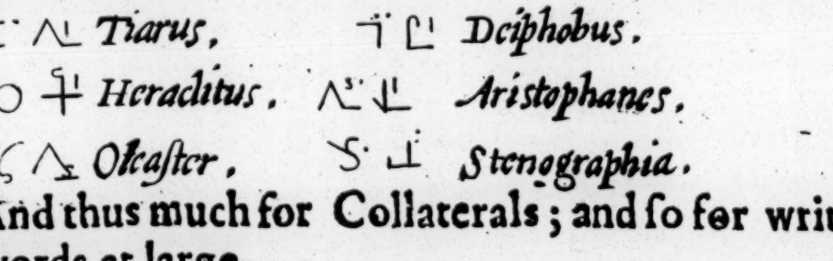
A Word of more Syllables than one, is said to bee written by Collaterals, when it consisteth of two or more parts, lying one another, as the letters of a word doe in common writing: the first letters of every Collaterall, being the first letter of a syllable, according to the true spelling of the word, and expressed by a great Character. The use of Collaterals is two fold.

First, when such letters come together in the middle of

of a word of more syllables than one, as wherein the small Characters will not with cleane and sufficient distinction, be affixed together according to rule, let the word be sundred into Collaterals, as:



Secondly, if wee would fully distinguish all indefinite vowels, in a word of more than two syllables, (which in writing strange names and Latine words is sometimes expedient) let the word bee divided into collaterals as:



☞ And thus much for Collaterals; and so for writing all words at large.

Cap. 15. *Of the words of sort.*

HAving now handled the generall abbreviation of all words and syllables; Come wee now to the particular abbreviation of some; which although they may bee written at large by the former rules; yet some for their frequent use, others, that their Characters might bee more fashionable, and have here a peculiar abbreviation assigned to them. If any shall thinke the number of them too many, hee may practice as few of them as hee pleaseth, and write the

reſt of the words at large. For many of them may be as ſoone written at large, as by the abbreviations here allotted unto them: neither is there any of them all ſo unfaſhionably written, as that it importeth any neceſſitie of having a particular character attributed unto it, in that reſpect.

Theſe words are divided into ten ſorts; which for diſtinction ſake I call words of ſort. Of which the firſt nine are called defectives, becauſe they are expreſſed by defective characters. And of theſe the firſt 7 ſorts are ſignified by their firſt letter. That is to ſay, words of the firſt ſort by a great Stenographicall character. Words of the ſecond ſort, by a ſmall Stenographicall character, written cloſe to the nether line. Words of the third ſort, by a great Roman letter. Words of the fourth ſort, by a ſmall Roman letter. Words of the fifth ſort, by a great Secretary letter. Words of the ſixt ſort, by a ſmall ſecretary letter. And words of the ſeventh ſort, by a letter of any other hand, leſſe uſuall.

Words of the eighth ſort are expreſſed by two or more of the firſt letters regularly affixed.

Words of the ninth ſort are expreſſed by their firſt and laſt letters: that is to ſay, by the ſmall Character of the laſt, affixed to the great Character of the firſt, in the ſixth place thereof.

Words of the tenth ſort are Symbolicals: ſo called, becauſe the figure of the Character hath ſome agreement with the ſignification of the word, which it ſtandeth for, as being a Symball or note thereof.

And here follow all theſe ten ſorts of words in their order.

DEFECTIVES OF THE FIRST SORT

∧	Among	⊃	Resse	⊂	That
∩	But	∪	Make.	⅋	Us
⌈	Come	\	Not	∨	Vent
⌉	Dis.	(	Of	)	Which
⌊	For	/	Pro	ɤ	Yet
⌋	God	—	Remem:	z	Zion
o	How		ber.	×	Christ
>	Jesus	|	So	+	Close

Add to these; < Hee

DEFECTIVES OF THE SECOND SORT

∧	a. an	⌊	ful	∪	man	∨	vert
∩	bee	⌋	good	\	nesse	)	word
⌈	con	∝	it	(	or	ɤ	yf
⌉	de	>	ject	⊂	to	⅋	except
<	end	⊃	lie	⅋	un		

Add to these,

-	and	<	can	·	in	⌈	re	>	you
⊂	after	>	di	|	is	/	the	⌊	your
								/	thy
z	as	⌣	from	<	pre	o	them	⌒	thou

DEFECTIVES OF THE THIRD SORT

A Also.
A Affect.
A Afflict.
B Behold.
C Companie.
G Gatechisme
D Doctor
E Ecclesiastes
F For as muchas
G Greate.
G Gentle.
H Hebrew
J Judge.
J Instruct
K King.
L Lord.
M Maiestie.
N Number
O Obeyed.
P Proverbe.
R Reveale.
S Sever.
T Triumph.
W Worshipp.
X Exceed.
Y yeild.
Z Zeale.

DEFECTIVES OF THE FOVRTH SORT

a againe.
b baptisme.
b because.
d damne.
d dome.
e ever
f first
ff ffellowship.
g gospell.
h holie-ghost.
h holie
h hypocrite.
i inter.
k keepe.
l lande.
m manifold
n never.
o over
P Psalme.
q. quest.
ꝛ returne.
r reverence.
r resurrection.
s such.
t trans.
u unto untill.
v under.

DEFECTIVES OF THE FIFT SORT

A	Apostle	G	Generall	Q	Quiet
B	Benefite	H	Hierusalem	R	Receive
C	Concerne	I	Israell	S	Sacrament
E	Coherence	L	Levite	S	Sacrifice
C	Consequent	M	Magistrate	T	Temper
D	Destroy	M	Minister	T	Tempest
D	Distract	N	Neglect	V	Vulgar
E	Evangell	O	Opportunitie	X	excell
F	Familiar	O	Originall		
G	Generate	P	perpetuall		

DEFECTIVES OF THE SIXT SORT

a	adde.	g	guilt	q	quarter
a	adulter.	h	hard	r	repent
a	away.	i	indeed	r	reprobate
a	alwaves	k	kinde	s	serve
b	before	l	like	o	oelse.
c	cause	l	littele	t	therefore
d	did	m	mercie	u	upon.
d	deliver	n	name.	v	verse.
e	earth	n	necessarie.	w	wicked.
e	even	o	order.	x	experience.
f	friend	p	pardon.		
f	false	x	part.	b	beleive.

Emboldened. Encroach.
Imbrew. Incline.

Imperfect

DEFECTIVES OF THE SEVENTH SORT

a	accord	m	malefactor	s	special
a	adverse	ω	oh	e	sermon.
b	begin	o	ordaine	d	strange
ϑ	doubt	p	papist	y	yard
d	difficult	φ	philosophie	ϖ	prosper
ε	else	ſ	satisfie	ſ	sanctifie
f	ffrustrate				

DEFECTIVES OF THE EIGHTH SOHR

ß	Blesse.	⊢	ffruict.	⊢	Spirit.
∩	Bread.	⊢	knowledg.	b	Shall.
⊏	Create.	ρ	Nothing.	⊥	Strength
⊔	ffleſh.	ϛ	Place.	⊂	Together
⊐	Drinke	∠	Prof	ϑ	This
⊥	Glorie.	⊢	Scarce	ϑ	What.
⊥	Grace.	⊢	Scripture.	ϑ	Whither.

Add to these

∧	Abominable.	⚲	Priviledg	ϑ	Consider.
⚲	Exequute.	⚲	Prosequute.	ϑ	Conteyne
⚲	Persuade.	⊢	Stand.	ϑ	Continue.
⚲	Persequute.	⊢	Straight.	ϑ	Conclude.
⚲	Predestinate	∈	Trespasse		

DEFECTIVES OF THE NINTH SORT

Beneath	Multitude	Sometime
Beside	Nevertheless	Subiect
Betweene	Notwithstanding	Subiectes
Husband	Reconcile	Substance
Learn	Reguard	Suggest
Maister	Respect	Temptation
Manifest	Salvation	Tabernacle
Mention	Sentence	Chamber
Mervaile	Similitude	Charge
		Church

Adde to these

Altogether	Manitimes	Signifie
Extraordinarie	Member	Memoran-dum
Integritie	Liberall	Condition
Impietie	Multiplie	Ubiquitie
Iniquitie	Hospitalitie	
Asmuchas	Concupiscence	
As little as		

Emboldened	Encroach
Imbrew	Incline

Imperfect

SYMBOLICALS

⊙ Sunne.	× Elect.	☊ Divill.
☽ Moone.	△ Congregation.	☋ Dragon.
☾ Conscience.	⚒ Wedlock.	ʃ It is.
◎ World.	⚒ Matrimonie.	ʃ Is it?
⦶ Circum.	‖ Idolater.	ʅ One.
⊖ Count.	‖ Superstition.	⌃ Appoinct.
θ Cont.	ϵ Ignorance.	☙ Himselfe.
⌽ Circumcise.	⅄ Antichrist.	⅄ Alreadie.
♡ Heart.	~ Ment.	⋲ Expresse.
☺ Arke.	≈ Serpent.	⋲ Exp.
⊹ As well as.	☊ Satan.	☓ Extreme.

Here must come in the Table of Words of sort, upon Copper.

And after the Table must follow these words.

Adde to these of the tenth sort, the Symbolicall notes of Numbers, already in use, 1, 2, 3, 4. and $\frac{1}{2}\ \frac{2}{3}\ \frac{5}{8}$ &c. Where note, that Numerals of order must be distinguished from simple numbers (commonly called Cardinals) by a tittle at the head of the number, upon the right side thereof, as:

2° *Second.*	15° *Fifteeneth.*
3° *Third.*	22° *Two and twentieth.*
4° *Fourth.*	37° *Thirtie seventh.*

Chap. 16. *Concerning the words* [*in, Sunne, ment.*]

PRoceed we now to a further use of the words of sort, in the abbreviating of other words. And first I will shew the use of these three words [*in, sunne, ment*] and then come to the generall use of all the rest.

1. All words beginning with *em*, or *im*, having *b*, *p*, or *m*, immediatly following; and all beginning with *en*, or *in*, what letters soever follow next, are to have their first syllable (to wit, *em, im, en*, or *in*) expresst by tittle in the nether line, as:

	Embossed.		*Encounter.*
	Emboldened.		*Encroach.*
	Imbrew.		*Incline.*

Imperfect

Imperfect v *Invert*

 Immortall

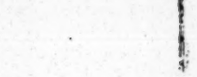
2. All words ending in *ſon, ſen zon* or the like in ſound, are to have thoſe Terminations expreſſed by the ſymbolicall Character of *Sunne*, affixed or diſjoyned, as the nature of the word requireth, as:

Reaſon, *Gariſon,* *Couſen,*

Geaſon, *Deniſon,* *Blazon.*

Alſo all words of ſort ending in *ſon ſun* or the like in ſound, which may conveniently receive a tittle into them will have thoſe terminations underſtood by that tittle, as:

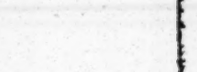
 Leſſon, *A Affliction,* *Perſwaſion.*

A Affection,  *Parſon,* *Perſecution.*

The Terminations *ſon, ſion, &c.* may alſo be underſtood by a tittle made in the ſmall Character capable thereof; ſuch as are the Characters of *b, d l, m, t,* and x, as:

Hobſon, *Redemption.*

Iudſon, *Watſon.*

 *Wilſon,* *Vixon.*

3. The ſymbolicall Character of *ment*, may be uſed alſo as an Affix, or diſjunct, as:

 Vehement, *Element,*

Torment, *Regiment.*

Nutriment, *Allurement.*

Chap. 17. *Concerning all other words of sort in generall.*

NOw concerning all other words of sort, let this generall Rule be practised. If any of them may serve fitly to expresse part of another word, let it so be used.

A word of sort may serve to expresse part of another word five manner of wayes; That is to say:

First, by admitting of Affixes, consignifying no vowell, as:

 Gods. *Against.* *Sermons.*

 Endst, *Friends,* *Hearts.*

Secondly, by admitting disjuncts, as.

 Forrest, *Every,* *Learned,*

 Beholding, *Concerning,* *Serpentine.*

Thirdly, by admitting both affixes and disiuncts, as:

 Compare, *Cancer,* *Adiourne.*

 Concord, *Addresse,* *Countrey.*

Fourthly, by admitting notes of production, as:

 Lease. *Aw'de,* *Plaice*

 Maine, *Breed,* *Eeles.*

Fifthly, by being used as Collaterals, as:

 Howsoever, *Interpret* *fore ordaine*

Referre, *Distemper* *Crafts master*

Lastly, observe that these words following, that are placed together, are to be written by the same defective character, as being of like sound.

Come,

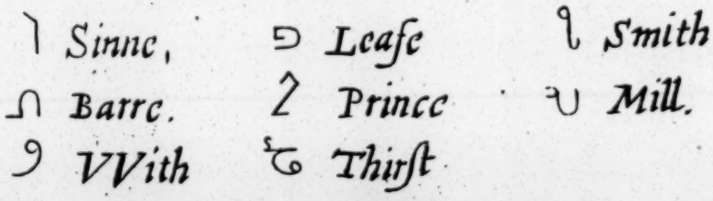
Come	Cum	Gentle	Gentile
Diſ	deſ	Whither	whether
For	fur	Inter	enter
Be	by	Minſter	Miniſter
Or	our	Adde	had
Re	rie	Cauſe	caſe
Word	ward	Did	dead
Is	his	Even	Heaven
The	they	Part	pert

And thus farre concerning the words of ſort It remaineth to adde certaine rules for the better ſpeed in practice of this Art.

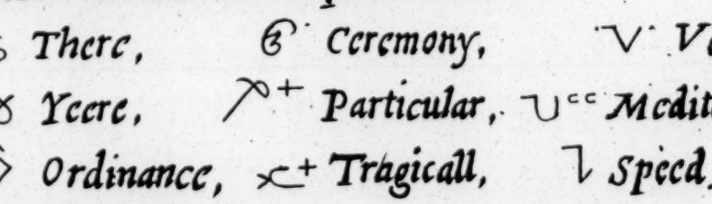
Chap. 18. *Rules for ſpeed in writing.*

THe rules to be obſerved for better ſpeed in writing, are foure:

Rule 1. Although a great Character be the leading letter of a word, yet the affix, as oft as it falls out readieſt for the hand, is firſt to be written, as:



Rule 2. If a word or ſyllable may bee more eaſily or faſhionably expreſſed by the character of another word or ſyllable, of very like or neere ſound, than by its owne, let it be ſo expreſſed, as:



Rule

Rule 3. All words and quotations that are abridged in ordinary writing, are likewise to be abridged here, as:

Ian. for *January*. *Ep.* for *Epistle*.

Chap. for *Chapter*. *Deut.* for *Deuteronomie*.

Rule 4. Common worde of one syllable, beginning with a vowell, *h* or *y*, following after words cumbred with no disjuncts may be expresse'd as their disjuncts. As:

I am. *From him*. *Iudge ye*.

At once. *God hath*. *Of your*.

Lift up. *Yet have*. *Before you*.

Would have him. *Raise him up*.

Chap 19 *Concerning the abbreviation of Sentences.*

ALso for our better speed in writing, it seemeth necessary to give some direction for the abbreviation of Sentences Concerning which these two Rules following may be observed

First when any part of a Sentence (as, words which come frequently together, common phrases, or usuall clauses) are expresse'd by a Character, wherewith it hath a fit relation, as:

As if it were. *Act of Parliament*.

As if he should say. *The Lords Table*.

As long as. *The Lords Supper*.

That is to say. *The Sacrament of the Lords Supper*.

And so forth.

In the yeere from the Creation of the world.

In the yeere of our Lord or Anno Domini

In the yeere of the reigne of our Soveraigne Lord King Charles, &c.

And thus much concerning this point: or *And so farre shall suffice to have spoken touching this matter*

Or any other the like phrase used in concluding a matter before handled

Secondly, common phrases, whereby the severall parts of a continued speech are entred upon (such as are phrases bringing in the occasion coherence, division amplification exemplification application & the like passages of speech) in what words soever they be couched, may be expressed by their denominative word, with a slope dash like the Character of *p* at the foot thereof as.

The occasion of these words is this

The coherence of these words with the former standeth thus.

This Text of Scripture consisteth of two parts

The Doctrine to be hence observed is this

A notable example for the illustration of this matter we have

A necessary memorandum for all men to beare in mind.

Thirdly, common and ordinary clauses, and sentences, which may wholly be remembred by two or three of their first words, may have those their first words expressed, with the character of &c. after them, to shew them to be abbreviations of this kind, as:

As

z ɓ &c *As before we have heard it abundantly proved unto us* *As*

z ⊂ &c *after we shall see more at large, when wee come to handle that point, concerning*

- -O u &c *And hereunto belongeth that which was written by the Prophet,* (Psalmist, Apostle, or Evangelist, there after as the quotation is

| ⊂ ɢ ɔɓ \ &c *So that this obiection, notwithstanding the truth of that which before I delivered, remaineth still unshaken namely, that*

⅃ | ⅃ ⁊ ◎ &c *God so loved the world, that he gave his onely begotten Sonne, that whosoever beleeveth in him, should not perish, but have everlasting life.*

Chap. 20. *How the notes of distinction are to be placed.*

FInally the notes of distinction, where necessitie urgeth their use, are to be set in their usuall place and made according to the received manner: Saving, that instead of a period or full point, a slope dash like the character of *p*, must crosse the lowest of the two parallell lines, betweene which wee write, at the foot of the last letter of the sentence. And the distance betweene it and the first character of the next sentence (if it begin a matter) must be about the space of a double m, (*mm.*)

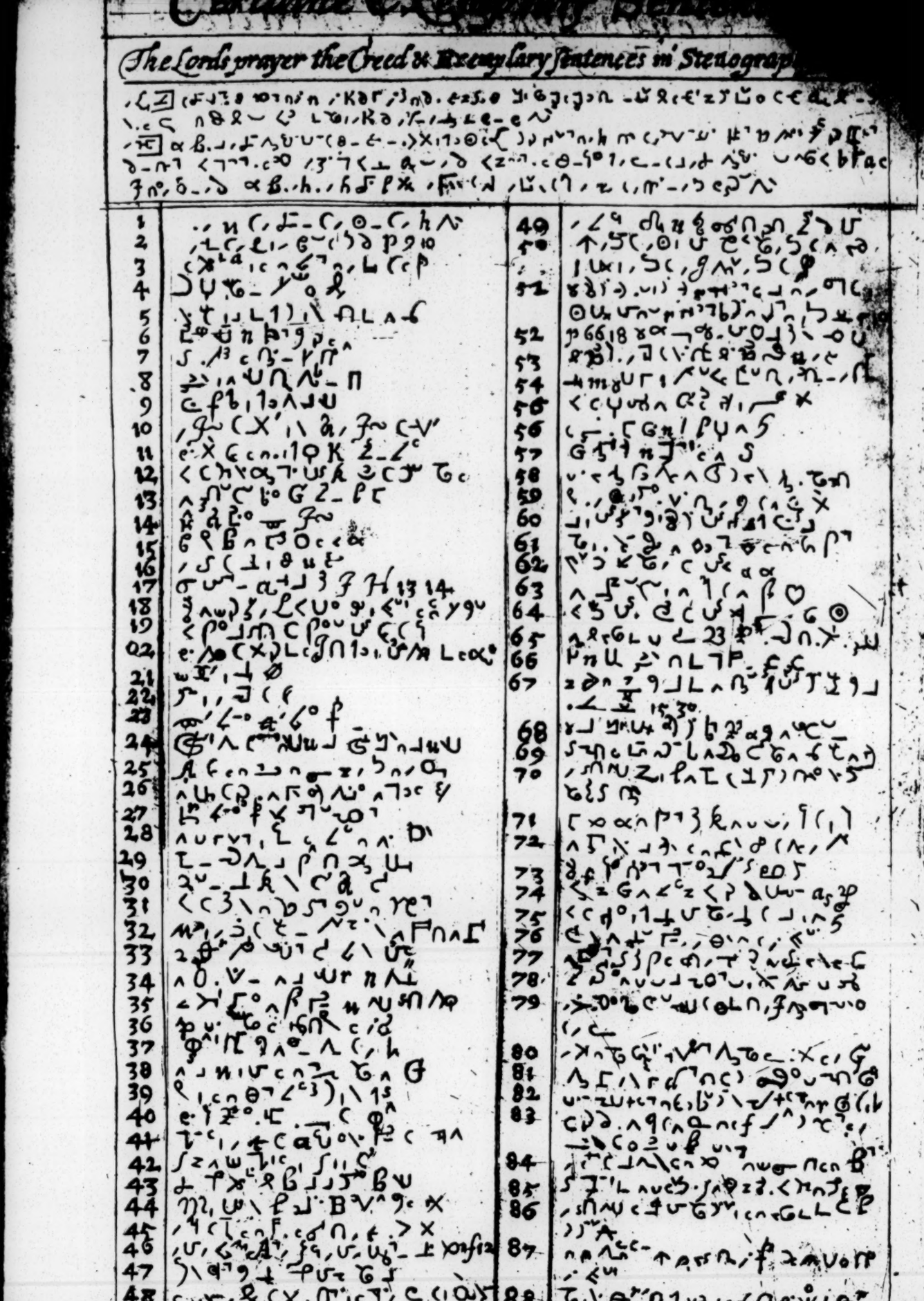
Vive, vale: siquid novisti rectius istis,
Candidus imperti; si non, his utere mecum.

FINIS.

LONDON,

Printed for *Henry Seile*, at the Tygers head in Fleetſtreet, over againſt Saint *Dunſtans*-Church, 1639.

The Lords prayer the Creed & Exemplary Sentences in Stenography



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